

PENNSYLVANIA STATE POLICE

Equal Employment Opportunity Plan
January 1, 1999 to December 31, 1999



PSP 61

Colonel Paul J. Evanko
Commissioner

Lt. Colonel Thomas K. Coury
Deputy Commissioner of Administration

Major Virginia L. Smith-Elliott
Equal Employment Opportunity Officer

Community Labor Statistics

Job Category	Male						Female					
	Total	B	W	H	A/PI	A/AN	Total	B	W	H	A/PI	A/AN
Officials	482645	16564	456855	3772	4880	482	255304	16428	231591	2390	2535	276
Administrators	65.60	2.30	62.00	0.50	0.70	0.10	34.40	2.20	31.50	0.00	0.30	0.00
Professionals	473594	20398	437083	4745	10857	383	505657	38024	455651	5012	6396	412
	48.40	2.10	44.60	0.50	1.10	0.00	51.60	3.90	46.50	0.50	0.70	0.00
Technicians	162380	6760	151230	1575	2638	130	908642	9091	96675	1109	1628	106
	59.90	2.50	55.80	0.60	1.00	0.00	40.10	3.40	35.70	0.40	0.60	0.00
Officials	74480	11356	61585	1079	164	270	15153	3479	11377	184	84	29
Protective	83.10	14.40	68.60	1.20	0.20	0.30	16.90	3.90	12.70	0.20	0.10	0.00
Services	3151568	217665	2845280	49352	34155	4218	2627759	239703	2321405	35181	27511	3174
Liq. Enf. Off. & Troopers	54.50	3.80	49.20	0.90	0.60	0.10	45.50	4.10	40.20	0.60	0.50	0.10
Para-Professionals	20373	4631	14889	498	294	24	148333	25100	119227	2593	1025	350
	12.10	2.70	8.80	0.30	0.20	0.00	87.90	14.90	70.70	1.50	0.60	0.20
Office/Clerical	317651	29824	278989	4878	3387	394	950966	87996	884898	10389	6341	1024
	25.00	2.40	22.00	0.40	0.30	0.00	75.00	6.90	66.60	0.80	0.50	0.00
Skilled Craft	588721	25211	553360	6845	2484	719	41627	2983	37503	700	401	25
	93.40	4.00	87.80	1.10	0.40	0.10	6.60	0.50	5.90	0.10	0.10	0.00
Service Maintenance	1009049	96032	876908	24902	9072	1846	577590	49553	506820	11571	8511	936
	63.60	6.10	55.30	1.60	0.60	0.10	36.40	3.10	31.90	0.70	0.50	0.10

UTILIZATION CHART

EEO Category	Male						Female					
	White	Black	Hispanic	Asian	Amer Ind	White	Black	Hispanic	Asian	Amer Ind		
CLS = Community Labor Statistics												
Official/Administrators												
Workforce %	73.68	0.00	0.00	0.00	0.00	21.05	5.26	0.00	0.00	0.00		
CLS %	62.00	2.30	0.50	0.70	0.10	31.50	2.20	0.30	0.30	0.00		
Utilization %	11.58	-2.30	-0.50	-0.70	-0.10	-10.45	3.06	-0.30	-0.30	0.00		
Professionals												
Workforce %	64.97	0.56	0.00	1.69	0.00	32.20	0.56	0.00	0.00	0.00		
CLS %	44.60	2.10	0.50	1.10	0.00	46.50	3.90	0.50	0.70	0.00		
Utilization %	20.37	-1.54	-0.50	0.59	0.00	-14.30	-3.34	-0.50	-0.70	0.00		
Technicians												
Workforce %	53.45	1.72	0.00	0.00	0.00	34.48	10.34	0.00	0.00	0.00		
CLS %	55.80	2.50	0.60	1.00	0.00	35.70	3.40	0.40	0.60	0.00		
Utilization %	-2.35	-0.78	-0.60	-1.00	0.00	-1.22	6.94	-0.40	-0.60	0.00		
Protective Services												
Workers - Officials												
Workforce %	87.55	9.90	1.86	0.69	0.00	3.72	0.93	0.09	0.19	0.00		
CLS %	68.70	12.70	1.20	0.30	0.20	12.70	3.90	0.20	0.10	0.00		
Utilization %	18.85	-2.80	0.66	0.39	-0.20	-8.98	-2.97	-0.11	0.09	0.00		
Sworn												
Workforce %	88.31	8.60	2.27	0.56	0.26	3.27	0.76	0.06	0.00	0.00		
CLS %	49.20	3.80	0.90	0.60	0.10	40.20	4.10	0.60	0.50	0.10		
Utilization %	39.11	4.80	1.37	-0.04	0.50	-36.93	-3.34	-0.54	-0.50	-0.10		
Para-Professionals												
Workforce %	33.33	0.00	0.00	0.00	0.00	33.33	0.00	33.33	0.00	0.00		
CLS %	8.80	2.70	0.30	0.20	0.00	70.70	14.90	1.50	0.60	0.20		
Utilization %	24.53	-2.70	-0.30	-0.20	0.00	-37.37	-14.90	31.83	-0.60	-0.20		
Office/Clerical												
Workforce %	25.09	0.62	0.12	0.00	0.00	69.04	4.24	0.87	0.00	0.00		
CLS %	22.00	2.40	0.40	0.30	0.00	66.60	6.90	0.80	0.50	0.10		
Utilization %	3.09	-1.78	-0.28	-0.30	0.00	2.44	-2.66	0.07	-0.50	-0.10		
Skilled Craft Workers												
Workforce %	90.63	0.00	4.69	0.00	0.00	4.69	0.00	0.00	0.00	0.00		
CLS %	87.80	4.00	1.10	0.40	0.10	5.90	0.50	0.10	0.10	0.00		
Utilization %	2.83	-4.00	3.59	-0.40	-0.10	-1.21	-0.50	-0.10	-0.10	0.00		
Service/Maintenance												
Workforce %	58.82	5.88	8.82	0.00	0.00	11.76	5.88	8.82	0.00	0.00		
CLS %	55.30	6.10	1.60	0.60	0.10	31.90	3.10	0.70	0.50	0.10		
Utilization %	3.52	-0.22	7.22	-0.60	-0.10	-20.14	2.78	8.12	-0.50	-0.10		

RECRUITMENT

As the parties to the Consent Decree have filed a joint motion for the dissolution, the recruitment division has been reevaluated to determine if the most effective structure is in place and if the proper mix of personnel is being used to maximize the recruitment effort.

In order to enhance the recruitment effort, a full time recruitment officer is being added for Area I. Previously these responsibilities were handled by the recruitment supervisor.

A recruiting album, which highlights descriptively and photographically, the many tasks of the Pennsylvania State Police is being developed.

New advertising materials; brochures and posters are being developed to bring attention to Pennsylvania State Police as a career.

School and community programs are also being developed to promote the State Police as a career.

ACTION PROGRAMS

1. Area/Troop Commanders and Bureau Directors will be contacted in person to discuss changes in the Equal Employment Opportunity Plan.
2. The Equal Employment Opportunity Officer will continue to present information on the Equal Employment Opportunity Program and Policy to State Police Cadets, Liquor Enforcement Officer Trainees, management, and rank and file personnel.
3. The Bureau of Training and Education has developed a Cultural Diversity Lesson Plan. This four-hour program will be offered as part of the mandatory in-service training in 1999.
4. The Bureau of Liquor Control Enforcement personnel continue to explore methods and strategies to increase the LCE minority complement.

PLANNED IMPROVEMENT AND CORRECTIVE ACTION

A. Officials and Administrators Category

The Department will solicit input from the State Civil Service Commission to aid in the recruitment of Black males and White female applicants, as both are underutilized in this category.

B. Professional Category

These positions are governed by the State Civil Service rules. As in the officials and administrators category, the Department will work with the Civil Service Commission to increase the pool of Black males, Black females, and White females who are underutilized in this agency.

C. Technicians

Efforts will be made to work with the State Civil Service Commission to increase the number of Asian male and White female applicants.

D. Protective Service Category

The Department's recruitment efforts continue to focus on minority and female applicants. New strategies are being developed to aid in this endeavor. In addition, recruiters will be attending seminars conducted by personnel of police departments which have had success in increasing their numbers of minorities and females.

E. Paraprofessionals

As this category has only three employees, no action is recommended at this time.

F. Office/Clerical

For those positions covered by the State Civil Service Commission rules, the Department will continue to work with the Commission to increase the pool of minority applicants.

The Department will continue to request minority applicants from the Bureau of State Employment.

In addition, recruiters will apprise potential applicants of opportunities which exist with the Department.

G. Skilled Craft Workers

The Pennsylvania State Police will work with the Bureau of State Employment to increase the pool of minority and female applicants.

EEO CATEGORY ANALYSIS AND SUMMARY

A. Officials and Administrators

This category consists of 19 employees. This agency demonstrates an underutilization of Black males, as their representation in the community work force is 2.3%, while in this agency there is 0. There is also an underutilization of White females, 31.05% in the community work force, 21.05% at this agency.

B. Professionals

There are 177 employees in this category. Underutilization is indicated for Black males at 0.56% while it is 2.1% in the community work force. There is underutilization of White females 32.20% in this agency and 46.5% in the community work force. There is an 0.56% utilization of Black females at this agency, indicating underutilization as there is 3.9% in the community work force.

C. Technicians

This category is filled by 58 employees. There is an underutilization of Asian males, 0% in this agency, and 1.0% in the community work force. There is an underutilization of White females in this category 34.48%, as compared to the community work force of 35.7%.

D. Protective Service Workers

This category is made up of 4,249 enlisted (sworn) personnel. There is an underutilization of Black males, 8.43% in this agency and 12.7% in the community workforce. There is also an underutilization of both Black and White females. White females are 3.39% at this agency, and 12.7% in the community work force. Black females in this agency are 0.80% and 3.9% in the community work force.

E. Paraprofessionals

There are only 3 employees in this category. Based on the community workforce there is an underutilization of Black males 0.0%: 2.7%, White females 33.33%: 70.7% and Black females: 0.0%: 14.9%.

F. Office/Clerical

This category consists of the largest number of civilian personnel; 801. There is an underutilization of Black males 0.62% compared to 2.4% in the community work force. In addition, there is an underutilization of Black females 4.24% in this agency and 6.9% in the community work force.

AFFIRMATIVE ACTION FURLOUGH AND REINSTATEMENT REPORT
(All permanent employees - excluding CETA)

See IMPAAC Manual M410.2.

AGENCY

Pennsylvania State Police

SUBMISSION DATE

January 27, 1999

REPORTING PERIOD

☒ JULY 1 - DECEMBER 31
☒ JANUARY 1 - JUNE 30, 1998

RACE/SEX	TOTAL FURLOUNDS DURING REPORTING PERIOD (1)	NO. REHIRED INTO SAME OR HIGHER PAY RANGE WITHIN SAME AGENCY (2)	NO. REHIRED INTO SAME OR HIGHER PAY RANGE IN OTHER AGENCIES (3)	NO. REHIRED INTO LOWER PAY RANGE IN THE SAME AGENCY (4)	NO. REHIRED INTO LOWER PAY RANGE IN OTHER AGENCIES (5)	TOTAL REHIRED (2)+(3)+(4)+(5) (6)
White Male	1	0	0	0	0	0
White Female						
Total White						
Black Male						
Black Female						
Total Black						
Hispanic Male						
Hispanic Female						
Total Hispanic						
Others Male*						
Others Female*						
Total Others*						
ALL MINORITIES						
TOTAL MALES	1					
TOTAL FEMALES						
GRAND TOTAL	1	0	0	0	0	0

COMMENTS (if any):

GRIEVANCE/COMPLAINT RECORD

AGENCY

Pennsylvania State Police

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Statewide

FROM PERIOD

January 31, 1998 to December 31, 1998

EEO CODE	BUREAU	RACE	SEX	ISSUE	GRIEVANCE OR COMPLAINT PROCEDURE	LEVEL OF SETTLEMENT	RESOLUTION
D		W	F	Sexual Harassment	Internal Affairs		Not Substantiated
F		W	F	Sexual Harassment	A.G.P. & Criminal Investigation		Exceptional Clearance
D		B	F	Race Discrimination - Change in Job Description (By Supervisor)	Informal		Handled by Complainant
D		W	F	Sex Discrimination	Informal		Supervisor Counseled Complainant Requested & Received Change in Job Assignment
		W	F	Sexual Harassment	Informal		Counseled
F		W	F	Age - Political Affiliation	Internal Affairs		Complainant Refused to be Interviewed
		B	M	Race Discrimination (By Supervisor)	Informal		Resigned
D							Supervisor Counseled Complainant Returned to Previous Assignment
F		W	F	Sexual Harassment	Internal Affairs		1 Day Suspension
F		(2) W	F	Sexual Harassment	Informal		Counseled
F		W	F	Sexual Harassment	Informal		Counseled
B		W	M	Disability	EEOC		Pending
D		W	M	Disability	EEOC		Pending
D		UNK	M	Disability	PHRC/EEOC		Pending
F		W/H	M	National Origin	EEOC		Pending